



**Delaware Health  
And Social Services**

**Office of the Secretary**

1901 N. DUPONT HIGHWAY, NEW CASTLE, DE 19720 \* TELEPHONE 302-255-9040 FAX 302-255-4429

Delegation Agreement Number 17  
Welfare Fraud Subpoena Authority

April 22, 2015

**Division of Management Services**

**Purpose**

In accordance with the authority granted by Delaware Code Title 31, Chapter 1, § 115 to the Secretary of the Delaware Department of Health and Social Services, the purpose of this agreement is to delegate the responsibility to administer oaths and issue subpoenas for purposes related to welfare fraud investigations and welfare overpayment investigations, from the Office of the Secretary to the Office of the Director of the Division of Management Services.

**Scope**

This agreement delegates responsibility for authorizing the Director of Management Services to administer oaths and issue subpoenas for the purpose of securing evidence in welfare fraud and overpayment investigations in public assistance programs administered by this Department.

**Assurances**

The Director of the Division of Management Services agrees to:

1. Take full responsibility for assuring that all oaths and subpoenas comply with the laws of the State of Delaware and Federal, State and Department rules and regulations.
2. Ensure that all investigations comply with professional investigative standards, practices and procedures and Delaware Department of Justice guidelines and procedures.
3. Ensure that the Office of the Secretary is fully informed of any issues related to this delegated responsibility.

 4/21/15  
 Kevin F. Kelley, Sr., Director      Date  
 Division of Management Services

 4/22/15  
 Rita M. Landgraf, Secretary      Date  
 Department of Health and Social Services